

PROCESS FOR WORK GROUP MEETINGS

- In agreeing to participate, the work group members are agreeing to:
 - attend meetings, actively participate in discussions and thoughtfully consider other points of view,
 - share information with and provide perspectives from the groups they represent.
- If a member is not able to attend a meeting, he or she will send a knowledgeable alternate. Decisions reached when alternate attended will not be revisited in a future meeting.
- Work group meetings are open to the public. Notice will be posted on the website and through the listserv.
- All meetings will be facilitated. Discussion at each meeting will be focused on agenda items. Other issues raised may be referred to a more appropriate venue or to a “parking lot” for future attention, if the work group deems it appropriate.
- Work group members at the table participate in discussions and make decisions. Members of the public are welcome to attend meetings and listen to the presentations and to the discussions. During a meeting, individuals from the public may bring items to the table by submitting a written comment to a work group member (or to the facilitator to give to the chair) who will then decide whether to raise the issue with the larger group.
- Individual work group members can speak to the media on their own behalf, but no member can speak for the work group as a whole.
- Meeting agendas, summaries, and related documents will also be posted on website.

HOW DECISIONS WILL BE MADE BY WORK GROUP

- Consensus where possible
- If not possible, by majority – in report out, include divergent views and identify how strongly views were supported.
- Options should be components of a well-thought approach. Options should work well together. Interdependency should be understood.
- When considering how specific information needs to be, ask:
 - How much information is needed to do something with? (will be looking especially to elected officials for this input.) Good, solid concepts desired.

SCHEDULE

Unless noted, all meetings will begin at Noon in DEQ Room 101. Meetings may be canceled if information is not ready for discussion.

January 16 and 30 * February 13 and 27 * March 13 * April 3 and 24